

Physicians Cheat Sheet-Fetal Death



Adding Fetal Death Reporting to an Existing User:

- 1. Global -> tools -> security -> user maintenance
- 2. Add the birth-fetal death facility location to the user's locations
- 3. Add "fetal death clerk" and "fetal death certifier" process groups to medical certifiers. Fetal death clerks should only have the "fetal death clerk" process group.
- 4. If adding to a physician's account, enter that physician into the fetal death library attendant/certifier table as a certifier: Fetal death -> tools -> facility -> library maintenance

Fetal Death Certificate Process:

If PHY starts record and FH is involved:

- 5. PHY starts record and performs data entry
- 6. PHY demographically designates FH
- 7. FH accepts ownership

 Note: PHY cannot certify until FH accepts ownership
- 8. PHY certifies record
- 9. FH verifies record
- 10.PHY or FH can release record

FH Designation:

- 1. Go to Fetal Death module
- 2. Record --> Demographic Designation
- 3. Select Verifier type, enter searchable data, click "Search"
- 4. Select the verifier's name in the table --> Click "Designate"

Medical Certification:

- 1. Go to Fetal Death module
- 2. Record --> Certify



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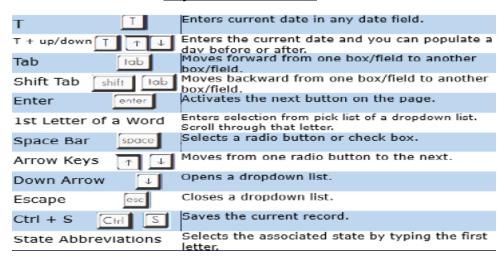


- 3. Click "Preview" to open a printable screen for the abstract of the fetal death record. Click "Certification" to move forward
- Read and check box in lower left--> Enter PIN --> Click, "Ok" --> Click, "Yes"

Release record:

- 1. Go to Fetal Death module
- 2. Record --> Release, click, "Yes"*Only Physicians/JPs/MEs should certify fetal deaths*Fetal Death Reporting begins where fetal death occurred

Keyboard Shortcuts:



Questions? The TxEVER team can be reached at Help-TxEVER@dshs.texas.gov or 512-776-3010

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